



United States
Department of
Agriculture

Office of the
Assistant
Secretary
For
Administration

Office of Crisis
Planning and
Management

1400
Independence
Avenue SW

Washington, DC
20250-9305

MAR 26 2002

Ms. Laura L. S. Kimberly
Acting Director
Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, D.C. 20408

Dear Ms. Kimberly:

Thank you for allowing us additional time to respond to your February 11, 2002, request for U.S. Department of Agriculture (USDA) cost estimates for information security activities. Please find enclosed the USDA response. If you have any questions on this document, please contact (b) (6), (b) (7)(C) at (b) (6), (b) (7)(C).

This information is also being faxed to you this day to meet the revised response date.

Sincerely,

(b) (6), (b) (7)(C)

Director

Enclosure

2003 Security Costs Estimates Display

Name of Department/Agency: U.S. Department of Agriculture

Reporting Categories	FY 2001 (Est. in \$000s)	FY 2002 (Est. in \$000s)	FY 2003 (Est. in \$000s)
1. Personnel Security		1,328	1,301 ¹
2. Physical Security	2	40	4
3. Information Security (Sum of <i>a</i> , <i>b</i> & <i>c</i> below)			
a. Classification Management			
b. Declassification			
c. Information Technology (Electronic Security)	176	72	92
4. Professional Education, Training and Awareness		3	3
5. Security Management, Oversight and Planning			
6. Unique Items			
Totals: Fiscal Year Estimates			
Totals: Full-Time Equivalents (FTE)		15	15

NARRATIVE:

1. This figure includes a 5% increase. It should be noted that the salary figures had not been previously reported.

2004 Security Costs Estimates Display

Name of Department/Agency: U.S. Department of Agriculture

Reporting Categories	FY 2002 (Est. in \$000s)	FY 2003 (Est. in \$000s)	FY 2004 (Est. in \$000s)
1. Personnel Security	1,328, 000	1,300	1,000 ¹
2. Physical Security	95,600	11,100	
3. Information Security (Sum of a, b & c below)			
a. Classification Management		200 ²	570
b. Declassification			
c. Information Technology (Electronic Security)	172 000	128	110
4. Professional Education, Training and Awareness		5	10
5. Security Management, Oversight and Planning			
6. Unique Items			
Totals: Fiscal Year Estimates			
Totals: Full-Time Equivalents (FTE)		15	15

1,595,600

NARRATIVE:

1. Personnel Security – Costs are expected to decrease due to the transfer of approximately 2,500 Plant Protection and Quarantine Officers to DHS.
2. Information Security – Costs are expected to increase as staff are hired to implement the classification authority granted to the Secretary.

2005 Security Costs Estimates Display

Name of Department/Agency: Department of Agriculture (figures in thousands)

Reporting Categories	FY 2003 (Est. in \$000s)	FY 2004 (Est. in \$000s)	FY 2005 (Est. in \$000s)
1. Personnel Security	\$1,626	\$1,358	\$994
2. Physical Security	\$1,238	\$782	\$1,061
3. Information Security (Sum of a, b, c & d below)	\$696	\$505	\$560
a. Classification Management	\$100	\$101	\$136
b. Declassification	\$0	\$0	\$30
c. Information Systems Security	\$574	\$376	\$360
d. Miscellaneous (OPSEC & TSCM)	\$22	\$28	\$34
4. Professional Education, Training and Awareness	\$27	\$33	\$56
5. Security Management, Oversight and Planning	\$340	\$193	\$175
6. Unique Items	-0-	-0-	-0-
Totals: Fiscal Year Estimates	\$3,927	\$2,871	\$2,846
Totals: Full-Time Equivalents (FTEs)	14.41	16.31	14.5

NARRATIVE: (submitted March 18, 2004)

USDA initiated an Information Security Program in the second half of FY03. The increased knowledge of Information Security is leading to more realistic figures.

The Agricultural Bioterrorism Protection Act of 2002, and Homeland Security Presidential Directives (HSPD) 7 and 9 (December 17, 2003 and January 30, 2004, respectively) have and will continue to impact USDA's overall security costs relative to classified information.

- 1) The identification of Food and Agriculture as critical infrastructure and the Agriculture Bioterrorism Protection Act of 2002 has required additional personnel security clearances.
- 2) The bulk of the Physical Security cost estimates are related to the creation of sensitive compartmented information facilities, equipment, and continuity of operations relocation sites.

MAR 18 2004

Page 4 of 30

- 3) The elevated level of OPSEC and TSCM relates to the increased policies and procedures involving identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures.
- 4) Security Education and Awareness will continue to grow.
- 5) Emphasis is being placed on policy and procedures. Their creation allows for less management and increased training.

Your ISOO Liaison is the Point of Contact for this report. Please call (b) (6), (b) (7)(C) if you have any questions.



United States
Department of
Agriculture

MAR 30 2005

Office of the
Assistant Secretary
for Administration

Office of
Procurement and
Property
Management

300 7th Street
Southwest
Room 302
Reporters Building

Washington, DC
20024-9300

Mr. J. William Leonard
National Archives and Records Administration
Information Security Oversight Office
700 Pennsylvania Avenue, NW
Washington, DC 20408

Dear Mr. Leonard:

Subject: Report on Cost Estimates for Security Classification Activities

The United States Department of Agriculture is forwarding cost estimates for the protection of classified information. This report covers FY04, FY05 and FY06. It reflects reductions in spending relative to physical security and equipment purchases, yet an overall increase of nearly \$1.4 mil. This increase is primarily accounted for in listing salaries for those individuals who predominately control classified information. These salaries were not included in past reports.

Additional questions can be directed to (b) (6), (b) (7)(C), Chief, Information Security Staff, Office of Procurement and Property Management, on (b) (6), (b) (7)(C) or via email at (b) (6), (b) (7)(C)@usda.gov.

Sincerely,

(b) (6), (b) (7)(C)

Director

Attachments

2006 Security Costs Estimates Display

Name of Department/Agency: Department of Agriculture (figures in thousands)

Reporting Categories	FY 2004 (Est. in \$000s)	FY 2005 (Est. in \$000s)	FY 2006 (Est. in \$000s)
1. Personnel Security	\$1,410	\$1,584	\$1,564
2. Physical Security	\$378	\$465	\$284
3. Information Security (Sum of a, b, c & d below)	\$203	\$149	\$136
a. Classification Management	\$169	\$1	\$1
b. Declassification	\$0	\$0	\$0
c. Information Systems Security	\$186	\$228	\$236
d. Miscellaneous (OPSEC & TSCM)	\$0	\$0	\$0
4. Professional Education, Training and Awareness	\$53	\$77	\$80
5. Security Management, Oversight and Planning	\$1,087	\$1,310	\$1,332
6. Unique Items	-0-	\$500	-0-
Totals: Fiscal Year Estimates	\$3,486	\$4,314	\$3,633

NARRATIVE: (submitted March 31, 2005)

The USDA Information Security Program has been active for nearly two years. The increased security awareness and culture change taking place in USDA has facilitated in more realistic cost estimates.

The Agricultural Bioterrorism Protection Act of 2002, and Homeland Security Presidential Directives (HSPD) 7 and 9 (December 17, 2003 and January 30, 2004, respectively) have and will continue to impact USDA's overall security costs relative to classified information.

1) The identification of Food and Agriculture as critical infrastructure and the Agriculture Bioterrorism Protection Act of 2002 has increased the need for personnel security clearances. In addition, USDA has exercised it's Original Classification Authority which has increased the need for personnel security clearances.

2) The bulk of the Physical Security cost estimates continue to be sensitive compartmented information facilities, equipment, and continuity of operations relocation sites.

- 3) OPSEC and TSCM was significantly reduced due to the completion of risk assessments of USDA's critical information, analysis of threats, analysis of vulnerabilities, and application of appropriate countermeasures. Computer systems, being acquired for dedicated classified processing, account for a large amount of the increase in this section.
 - 4) Last year we reported that Security Education and Awareness will continue to grow. The budget increase reflects that growth.
 - 5) Salaries for employees whose duties predominately involve the protection of classified information were added.
 - 6) The Unique Item is the cost to cover the Food Safety and Inspection Service (FSIS) Data Surveillance Center which will be attached to the Department of Homeland Security's National Biosurveillance Integration System.
- Your ISOO Liaison is the Point of Contact for this report. Please call (b) (6), (b) (7)(C), (b) (6), (b) (7)(C), if you have any questions.



United States
Department of
Agriculture

Office of the
Assistant Secretary
for Administration

1400 Independence
Avenue SW

Washington, DC
20250-0103

Mr. J. William Leonard
Director
Information Security Oversight Office
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408

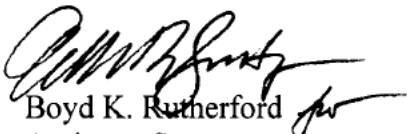
APR - 3 2007

Dear Mr. Leonard:

Enclosed are the Department of Agriculture's (USDA) cost estimates for the protection of classified information. Per your request, this report covers only fiscal year 2006. The report identifies reductions in spending relative to physical security and equipment purchases, as well as staffing resources. USDA continues to report a consistent level of resources being applied to the protection of classified information.

Additional questions can be directed to (b) (6), (b) (7)(C), Chief, Information Security Staff, Office of Security Services, on (b) (6), (b) (7)(C) or via email at (b) (6), (b) (7)(C).

Sincerely,


Boyd K. Rutherford
Assistant Secretary
for Administration

Enclosure

2007 Security Costs Estimates Display

Name of Department/Agency:

US Department of Agriculture

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY2005	FY 2006	FY 2007
1. Personnel Security	0	1633089	0
2. Physical Security	0	104288	0
3. Information Security			
(a) Classification Management	0	14561	0
(b) Declassification	0	35000	0
(c) Information Systems Security for Classified Information	0	167503	0
(d) Miscellaneous (OPSEC & TSCM)	0	107000	0
(e) Information Security Subtotal (Sum of 3.a., 3.b., 3.c., & 3.d.)	0	324064	0
4. Professional Education, Training and Awareness	0	27100	0
5. Security Management, Oversight and Planning	0	1308920	0
6. Unique items	0	0	0
Totals: Fiscal Year Estimates (Sum of 1, 2, 3(e.), 4, 5, & 6.)	0	3397461	0



**United States
Department of
Agriculture**

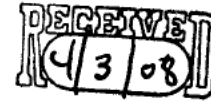
**Office of the
Assistant Secretary
for Administration**

1400 Independence
Avenue SW

Washington, DC
20250-0103

National Archives and Records Administration
Information Security Oversight Office
Attn: Mr. William J. Bosanko
700 Pennsylvania Ave.
Washington, DC 20408

MAR 20 2008



Dear Mr. Bosanko:

Enclosed are the Department of Agriculture's (USDA) cost estimates for the protection of classified information. Per your request, this report covers only fiscal year 2007. The report identifies increases in spending relative to personnel security due to increased investigation and reinvestigation requirements, to include investigations related to Personal Identity Verification (PIV) requirements. The report also reflects increases in the Security Management, Oversight, and Planning category as a result of augmenting security manpower and upgrades in facility protection and equipment. USDA continues to report a consistent level of resources being applied to the protection of classified information.

If you have any further questions, please call (b) (6), (b) (7)(C) at (b) (6), (b) (7)(C) or email to (b) (6), (b) (7)(C)@usda.gov.

Sincerely,

Boyd K. Rutherford
Assistant Secretary
for Administration

Enclosure

Name of Department/Agency:

US Department of Agriculture ^{2019-DA-06484-F}

(Please use actual dollar figures instead of thousands)

Reporting Categories		FY 2007	
1. Personnel Security		2148549	
2. Physical Security		85047	
3. Information Security			
(a) Classification Management		79782	
(b) Declassification		0	
(c) Information Systems Security for Classified Information		26730	
(d) Miscellaneous (OPSEC & TSCM)		55725	
(e) Information Security Subtotal (Sum of 3.a., 3.b., 3.c., & 3.d.)		162237	
4. Professional Education, Training and Awareness		50029	
5. Security Management, Oversight and Planning		2956138	
6. Unique items		0	
Totals: Fiscal Year Estimates (Sum of 1, 2, 3(e.), 4, 5, & 6.)		5448321	

2008 Security Costs Estimates Display

2019-DA-06484-F

Name of Department/Agency:

US Department of Agriculture

(Please use actual dollar figures instead of thousands)

Reporting Categories	FY2006	FY 2007	FY 2008
1. Personnel Security	1633089	2148549	1503647 ✓
2. Physical Security	104288	85047	958609 ✓
3. Information Security			
(a) Classification Management	14561	79782	215481 ✓
(b) Declassification	35000	0	40000 ✓
(c) Information Systems Security for Classified Information	167503	73051	675883 ✓
(d) Miscellaneous (OPSEC & TSCM)	107000	58725	6000 ✓
(e) Information Security Subtotal (Sum of 3.a., 3.b., 3.c., & 3.d.)	324064	211558	937364 ✓
4. Professional Education, Training and Awareness	27100	50029	45272 ✓
5. Security Management, Oversight and Planning	1308920	2956138	2176901 ✓
6. Unique items	0	0	0 ✓
Totals: Fiscal Year Estimates (Sum of 1, 2, 3(e.), 4, 5, & 6.)	3669083	5448321	5621793 ✓



United States
Department of
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Office of the
Assistant Secretary
for Administration

1400 Independence
Avenue SW

Washington, DC
20250

Mr. William J. Bosanko
National Archives and Records Administration
Information Security Oversight Office
700 Pennsylvania Avenue
Washington, DC 20408

MAR 17 2010

Dear Mr. Bosanko:

Enclosed are the Department of Agriculture's (USDA) cost estimates for the protection of classified information. Per your request of December 11, 2009, this report covers only fiscal year 2009.

USDA continues to see a rising level of resources being applied to several different facets of classified information programs. The report identifies increases in spending by the Forest Service, which established a new Homeland Security Presidential Directive -12 Branch to ensure that all of their employees had a favorably adjudicated background investigation on file with the Office of Personnel Management. The Security Management, Oversight and Planning category reflects an increase in costs due to vulnerability assessments conducted within Food Safety and Inspection Service. The Information Security category increases are the result of continued upgrades in facility protection at USDA headquarters and costs to support Information Systems Security within two agencies.

If you have further questions, please contact (b) (6), (b) (7)(C), Chief, Personnel and Document Security Division at (b) (6), (b) (7)(C) or email at (b) (6), (b) (7)(C)@usda.gov.

Sincerely,

Pearlie S. Reed
Assistant Secretary
for Administration

Enclosures

2009 Security Costs Estimates Display

2019-DA-06484-F

Name of Department/Agency:

Reporting Categories	FY 2007	FY 2008	FY 2009
1. Personnel Security	2148549	1503647	3026989
2. Physical Security	85047	958609	954928
3. Information Security			
(a) <i>Classification Management</i>	79782	215481	189523
(b) <i>Declassification</i>	0	40000	40000
(c) <i>Information Systems Security for Classified Information</i>	73051	675883	1150364
(d) <i>Miscellaneous (OPSEC & TSCM)</i>	58725	6000	69411
(e) <i>Information Security Subtotal</i> <i>(Sum of 3.a., 3.b., 3.c., & 3.d.)</i>	211558	937364	558934
4. Professional Education, Training and Awareness	50029	45272	85519
5. Security Management, Oversight and Planning	2956138	2176901	2945192
6. Unique items	0	0	10263
Totals: Fiscal Year Estimates <i>(Sum of 1, 2, 3(e.), 4, 5, & 6.)</i>	5448321	5621793	8464293



United States
Department of
Agriculture

MAR 9 1 2011

Office of the
Assistant Secretary
For Administration

1400 Independence
Avenue SW

Washington, DC
20250

National Archives and Records Administration
Information Security Oversight Office
Attn: Mr. William J. Bosanko
700 Pennsylvania Avenue
Washington, D.C. 20408

Dear Mr. Bosanko:

In accordance with Executive Order 13526, please find the enclosed United States Department of Agriculture's (USDA) 2010 Agency Security Classification Management Program Data Report.

USDA saw a 51.7 percent increase in reporting for the year 2010. This increase is due to the reporting from the Office of Operations Physical Security Divisions' annual physical security guard contract for the protection of the headquarters location in Washington, D.C. This will remain a constant aspect in all future reporting to the Information Security Oversight Office.

If you have any questions please contact (b) (6), (b) (7)(C), Personnel and Document Security Division at (b) (6), (b) (7)(C) or via email at (b) (6), (b) (7)(C)@dm.usda.gov.

Sincerely,

Pearl S. Reed
Assistant Secretary
for Administration

Enclosure

Security Costs Estimates

Department/Agency: **USDA**

Fiscal Year: **2010**

Point of Contact:
(Name and phone
number)

**(b) (6), (b) (7)(C) Office of Homeland Security and Emergency Coordination,
US Department of Agriculture, (b) (6), (b) (7)(C)**

Reporting Categories

(Please use actual dollar figures instead of thousands)

1. Personnel Security

\$2,503,608.00

(include clearance program, initial investigations, national agency checks when used for basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification related activities)

2. Physical Security

12,540,366

(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification related activities)

3. Information Security

(only report costs associated with classification related activities)

(a) Classification Management

\$485,823.00

(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)

(b) Declassification

(include resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive order or statute)

(c) Information Systems Security for Classified Information

(include resources used to protect information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)

(d) Miscellaneous (OPSEC and TSCM)

(include personnel and operating expenses associated with these programs)

4. Professional Education, Training, and Awareness

\$30,844.00

(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification related activities)

5. Security Management, Oversight, and Planning

\$2,375,112.00

(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))

6. Unique Items

(include department/agency-specific activities not reported in any of the categories listed above but are nonetheless significant and need to be included)

Total (sum of 1, 2, 3(a), 3(b), 3(c), 3(d), 4, 5, and 6)

17,936,113

Narrative: provide a brief explanation of any significance difference between last year's and this year's cost estimates. Explain items entered into Block 6. Unique Items.



MAR 16 2012

United States
Department of
Agriculture

Office of Homeland
Security and
Emergency
Coordination

1400 Independence
Avenue SW

Washington, DC
20250-5010

Mr. Mr. William J. Bosanko
National Archives and Records Administration
Information Security Oversight Office
700 Pennsylvania Avenue
Washington, DC 20408

Dear Mr. Bosanko:

In accordance with Executive Order 13526, please find the enclosed U.S. Department of Agriculture's (USDA) 2011 Agency Security Classification Management Program Data Report.

USDA saw a 21 percent reduction in reporting for the 2011 year. This decrease is due to fluctuations within different agencies budgets within the Physical and Security Management and Oversight Planning categories that comprise USDA.

If you have further questions, please contact (b) (6), (b) (7)(C) Personnel and Document Security Division at (b) (6), (b) (7)(C) or email at (b) (6), (b) (7)(C) [@dm.usda.gov](mailto:(b) (6), (b) (7)(C)@dm.usda.gov).

Sincerely,

(b) (6), (b) (7)(C)

Director
Office of Homeland Security
and Emergency Coordination

Enclosure

AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

Department/Agency: US Department of Agriculture

Fiscal Year: 2011

Point of Contact:

(Name and phone number) (b) (6), (b) (7)(C) US Department of Agriculture, (b) (6), (b) (7)(C)

Reporting Categories

Please use actual dollar figures.

1. Personnel Security

(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)

\$ 1,162,025

2. Physical Security

(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)

\$ 10,627,771

3. Classification Management

(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)

\$ 28,812

4. Declassification

(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)

\$0

5. Protection and Maintenance for Classified Information Systems

(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)

\$ 660,000

6. Operations Security and Technical Surveillance Countermeasures

(include personnel and operating expenses associated with OPSEC and TSCM)

\$ 10,000

7. Professional Education, Training, and Awareness

(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)

\$ 34,547

8. Security Management, Oversight, and Planning

(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))

\$ 1,579,326

9. Unique Items

(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)

Total: \$14,102,481.00

TOTAL

(sum of items 1-9)

\$0.00

Narrative: Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

USDA saw a 21 percent reduction in this year's totals from our different reporting agencies in the Physical and Security Management and Oversight Planning categories.

Please note total in No.9 as the pdf form would not auto-fill in the Total Block.



MAR 13 2014

United States
Department of
Agriculture

Office of Homeland
Security and
Emergency
Coordination

1400 Independence
Avenue SW

Washington, DC
20250

National Archives and Records Administration
Information Security Oversight Office
Attn: Mr. John P. Fitzpatrick
700 Pennsylvania Avenue
Washington, DC 20408

Dear Mr. Fitzpatrick:

In accordance with Executive Order 13526, please find the enclosed United States Department of Agriculture's (USDA) 2013 Agency Cost Estimates for Security Management Data Report.

USDA saw a 10 percent reduction in its classified footprint over the year 2013. This decrease is due to the budget impacts and reprioritization of program efforts across the Department. The Department also identified and corrected a misinterpretation in the physical security element that resulted in an overinflated estimate for 2012.

If you have further questions, please contact (b) (6), (b) (7)(C) Chief, Personnel and Document Security Division at (b) (6), (b) (7)(C) or email at (b) (6), (b) (7)(C) [@dm.usda.gov](mailto:(b) (6), (b) (7)(C)@dm.usda.gov).

Sincerely,

Dr. Gregory L. Parham
Assistant Secretary
for Administration

Enclosure

AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

Department/Agency: Department of Agriculture	Fiscal Year: 13
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Point of Contact: (b) (6), (b) (7)(C) US Dept of Agriculture (b) (6), (b) (7)(C)	
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Reporting Categories

Please use actual dollar figures.

1. Personnel Security <i>(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)</i>	\$1,750,500.00
2. Physical Security <i>(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)</i>	\$50,500.00
3. Classification Management <i>(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)</i>	\$37,500.00
4. Declassification <i>(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)</i>	\$8,000.00
5. Protection and Maintenance for Classified Information Systems <i>(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)</i>	\$1,986,900.00
6. Operations Security and Technical Surveillance Countermeasures <i>(include personnel and operating expenses associated with OPSEC and TSCM)</i>	\$5,000.00
7. Professional Education, Training, and Awareness <i>(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)</i>	\$43,500.00
8. Security Management, Oversight, and Planning <i>(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))</i>	\$61,601.00
9. Unique Items <i>(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)</i>	\$36,000.00
TOTAL <i>(sum of items 1-9)</i>	\$3,979,501.00

Narrative: Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

A review of the physical security estimate revealed that costs not directly related to the CNSI activity were being applied to this estimate (guard force contracts) and costs were applied that were a general facility security cost not related to CNSI. This has been addressed in this report and will be clarified for future reports. The result is a \$10,000,000.00 difference.

Instructions for Completing Form

I. General: The data reported will be Government cost estimates only. The estimates of resource costs should be reported, in the aggregate, for the following categories: (1) Personnel Security; (2) Physical Security; (3) Classification Management; (4) Declassification; (5) Protection and Maintenance for Classified information Systems; (6) Operations Security and Technical Surveillance Countermeasures; (7) Professional Education, Training, and Awareness; (8) Security Management, Oversight, and Planning; and (9) Unique Items. In reporting cost estimates associated with the security and management of classified information, please exclude all costs related to broad areas of assets protection (i.e., protection of property and personnel not specifically related to classified information). Counterintelligence* resources should also not be included in this data collection. If 51% or more of a resource is devoted to a classification-related activity, it should be included in this estimate. For those resources used for classification-related activities on a part-time basis, the total time devoted to these activities over a year must be at least 51% in order to be included in this estimate. Even though we no longer ask for the number of FTEs, the cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category.

II. Definitions of data to be reported: The primary categories are defined below along with related functional areas to be considered for inclusion. **Report only those cost estimates associated with classification-related activities** (programs that affect the security of classified information).

1. Personnel Security: A series of interlocking and mutually supporting program elements that initially establish a Government or contractor employee's eligibility, and ensure suitability for the continued access to classified information.

Clearance Program: Personnel and activities to determine eligibility and suitability for initial or continuing access to classified information or activities.

Initial Investigations: Completing and reviewing Personnel Security Questionnaire, initial screening, filing data in Central Personnel Database, forwarding to appropriate investigative authority, and the investigation itself.

National Agency Check: Include only when used for basis for granting a clearance.

Adjudication: Screening and analysis of personnel security cases for determining eligibility for classified access authorizations and appeals process.

Reinvestigations: Periodic recurring investigations of Government and contractor personnel.

Polygraph: Substantive examinations in security screening process.

2. Physical Security: That portion of security concerned with physical measures designed to safeguard and protect classified facilities and information, domestic or foreign.

Physical Security Equipment: Any item, device, or system that is used primarily for the protection of classified information and installations.

Protective Forces: All personnel and operating costs associated with protective forces used to safeguard classified information or installations, to include but not limited to salaries, overtime, benefits, materials and supplies, equipment and facilities, vehicles, aircraft, training, communications equipment, and management.

Intrusion Detection and Assessment: Alarms, sensors, protective lighting, and their control systems; and the assessment of the reliability, accuracy, timeliness, and effectiveness of those systems used to safeguard classified information or installations.

Barrier/Controls: Walls, fences, barricades, or other fabricated or natural impediments to restrict, limit, delay, or deny entry into a classified installation.

* Counterintelligence means information gathered and activities conducted to protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations or persons or international terrorist activities, but not including personnel, physical, document, or communications security programs. (48 CFR 970.0404-1)

Instructions for completing form, continued

Vital Components and Tamper-Safe Monitoring: Personnel and operating activities associated with the monitoring of tamper indicating devices for containers, doors, fences, etc., which reveal violations of containment integrity and posting and monitoring of anti-tamper warnings or signs.

Access Control/Badging: Personnel and hardware such as badging systems, card readers, turnstiles, metal detectors, cipher locks, CCTV, and other access control mechanisms to ensure that only authorized persons are allowed to enter or leave a classified facility.

Visitor Control: Personnel and activities associated with processing visitors for access to facilities holding classified information.

3. Classification Management: The system of administrative policies and procedures for identifying, controlling, and protecting from unauthorized disclosure, classified information, the protection of which is authorized by Executive Order or Statute. Classification management encompasses those resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information.

4. Declassification: The authorized change in the status of information from classified information to unclassified information. It encompasses those resources used to identify and process information subject to the automatic, systematic, or mandatory review programs authorized by Executive Order or Statute.

5. Protection and Maintenance for Classified Information Systems: A classified information system is a set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of classified information. Security of these systems involves the protection of information systems against unauthorized access to or modification of information, whether in storage, processing, or transit, and against the denial of service to authorized users, including those measures necessary to detect, document and counter such threats. This includes **TEMPEST** (short name referring to investigation, study, and control of compromising emanations from information systems equipment) and **Communications Security (COMSEC)** (measures and controls taken to deny unauthorized individuals information derived from telecommunications and to ensure the authenticity of such telecommunications. Communications security includes cryptosecurity, transmission security, emission security, and physical security of COMSEC material).

6. Operations Security (OPSEC) and Technical Surveillance Countermeasures (TSCM):

Operations Security (OPSEC): Systematic and proven process by which potential adversaries can be denied information about capabilities and intentions by identifying, controlling, and protecting generally unclassified evidence of the planning and execution of sensitive activities. The process involves five steps: identification of critical information, analysis of threats, analysis of vulnerabilities, assessment of risks, and application of appropriate countermeasures.

Technical Surveillance Countermeasures (TSCM): Personnel and operating expenses associated with the development, training, and application of technical security countermeasures such as non-destructive and destructive searches, electromagnetic energy searches, and telephone system searches.

7. Professional Education, Training, and Awareness: The establishment, maintenance, direction, support, and assessment of an information security training and awareness program; the certification and approval of the training program; the development, management, and maintenance of training records; the training of personnel to perform tasks associated with their duties; and qualification and/or certification of personnel before assignment of security responsibilities related to classified information.

8. Security Management, Oversight, and Planning: Development and implementation of plans, procedures, and actions to accomplish policy requirements, develop budget and resource requirements, oversee organizational activities, and respond to management requests related to classified information.

Research, Test, and Evaluation: The development, management, and oversight of an acceptance and validation testing and evaluation program, corrective action reports and related documentation that addresses safeguards and security elements. The examination and testing of physical security systems (construction, facilities, and equipment) to ensure their effectiveness and operability and compliance with applicable directives.

Instructions for completing form, continued

Surveys, Reviews, Accreditation, and Assessments: Personnel and activities associated with surveys, reviews, accreditations, and assessments to determine the status of the security program and to evaluate its effectiveness; development and management of a facility survey and approval program; facility pre-survey; and information technology system accreditation.

Special Access Programs (SAP): Programs established for a specific class of classified information that impose safeguarding and access requirements that exceed those normally required for information at the same classification level. Unless specifically authorized by the President, only the Secretaries of State, Defense, Energy, and the Director of National Intelligence may create an SAP. Sensitive Compartmented Information (SCI) programs are not included as SAPs for the purpose of these estimates; rather SCI security costs are integrated and estimated throughout all categories as appropriate. Do not include costs here that have been reported under the other primary categories.

Security and Investigative Matters: The investigation of security incidents, infractions, and violations.

Industrial Security (Non-Contractor Costs): Those measures and resources directly identifiable as Government activities performed for the protection of classified information to which contractors, subcontractors, vendors, or suppliers have access or possession. Examples of such activities are industrial security reviews, surveys, and the granting of facility clearances, and National Industrial Security Program management and administration.

Foreign Ownership, Control, or Influence (FOCI): The development and management of a foreign ownership, control, or influence program; evaluation of FOCI submissions; the administration and monitoring of FOCI information and development of FOCI notifications.

9. **Unique Items:** Those department/agency-specific activities that are not reported in any of the primary categories but are nonetheless significant, and need to be included, should be noted in this category. Any unique item must include a narrative on why it should be included and how the figures were developed.

III. How to complete the security costs estimates form. The form (page 1) should include estimates of resource costs in the aggregate for each of the nine categories. The cost estimates reported should **not** include costs associated with the broader area of assets protection.

1. **Name of Department/Agency:** Self-explanatory.

2. **Reporting Categories:** List cost estimates in dollar amounts. The cost of personnel associated with the security of classified information should be included in the overall cost estimate for each category. If there are no cost estimates to be reported for a particular category, indicate with a "0" in the appropriate block.

3. **Totals:** The totals for blocks 1-9 will automatically be placed in the appropriate block.

4. **Narrative:** In the narrative portion of the form, or in a separate attachment, provide a brief explanation of how cost estimates were determined. If there is a significant difference between the total figures for each fiscal year, explain the differences. Any figure reported within the Unique Items category should be clearly explained in the narrative portion.



United States
Department of
Agriculture

Office of Homeland
Security and
Emergency
Coordination

Personnel and
Document Security
Division

1400 Independence
Avenue SW

Washington, DC
20250

FEB 25 2015

Mr. John P. Fitzpatrick
National Archives and Records Administration
Information Security Oversight Office
700 Pennsylvania Avenue
Washington, DC 20408

Dear Mr. Fitzpatrick:

In accordance with Executive Order 13526, please find the enclosed U.S. Department of Agriculture's (USDA) 2014 Agency Cost Estimates for Security Management Data Report. USDA saw a 10 percent reduction in the year 2014. This decrease is due to the budget impacts and reprioritization of program efforts across the Department.

If you have further questions, please contact (b) (6), (b) (7)(C) Chief of Personnel and Document Security Division at (b) (6), (b) (7)(C) or email at (b) (6), (b) (7)(C) [@dm.usda.gov](mailto:(b) (6), (b) (7)(C)@dm.usda.gov).

Sincerely,

Dr. Gregory L. Parham
Assistant Secretary
for Administration

Enclosure

AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

Department/Agency: Department of Agriculture

Fiscal Year: 14

Point of Contact:

(Name and phone number)

(b) (6), (b) (7)(C)

US Dept of Agriculture

(b) (6), (b) (7)(C)

Reporting Categories

Please use actual dollar figures.

1. Personnel Security

(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)

\$1,149,690.00

2. Physical Security

(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)

\$842,101.00

3. Classification Management

(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)

\$108,707.00

4. Declassification

(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)

\$10,000.00

5. Protection and Maintenance for Classified Information Systems

(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)

\$73,961.00

6. Operations Security and Technical Surveillance Countermeasures

(include personnel and operating expenses associated with OPSEC and TSCM)

\$17,000.00

7. Professional Education, Training, and Awareness

(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)

\$114,581.00

8. Security Management, Oversight, and Planning

(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))

\$130,719.00

9. Unique Items

(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)

\$7,000.00

TOTAL

(sum of items 1-9)

\$2,453,759.00

Narrative: Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

Block 9- The security office conducts activities such as gift reviews for senior officials and unplanned foreign visitors name trace checks and escorting.

Changes in the cost estimate are driven by agency reporting, USDA has seen an increase in the downgrading of clearances which has reduced reinvestigation costs.



MAR - 9 2016

United States
Department of
Agriculture

Office of the
Assistant Secretary
For Administration

1400 Independence
Avenue SW

Washington, DC
20250-5050

Mr. John P. Fitzpatrick
National Archives and Records Administration
Information Security Oversight Office
700 Pennsylvania Avenue
Washington, DC 20408

Dear Mr. Fitzpatrick:

In accordance with Executive Order 13526, please find the enclosed U.S. Department of Agriculture's (USDA) 2015 Agency Cost Estimates for Security Management Data Report. USDA saw a 29% increase in the year 2015 due to additional reporting.

If you have further questions, please contact (b) (6), (b) (7)(C) Chief, Personnel and Document Security Division at (b) (6), (b) (7)(C) or (b) (6), (b) (7)(C) [@dm.usda.gov](mailto:(b) (6), (b) (7)(C)@dm.usda.gov).

Sincerely,

Dr. Gregory L. Parham
Assistant Secretary
for Administration

Enclosure

AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

Department/Agency: Department of Agriculture (USDA)	Fiscal Year: 2015
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Point of Contact: (b) (6), (b) (7)(C) USDA, (b) (6), (b) (7)(C) (Name and phone number)

Reporting Categories

Please use actual dollar figures.

1. Personnel Security

(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)

\$1,770,063.00

2. Physical Security

(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)

\$85,697.00

3. Classification Management

(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)

\$87,260.00

4. Declassification

(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)

\$14,225.00

5. Protection and Maintenance for Classified Information Systems

(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)

\$941,018.00

6. Operations Security and Technical Surveillance Countermeasures

(include personnel and operating expenses associated with OPSEC and TSCM)

\$15,225.00

7. Professional Education, Training, and Awareness

(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)

\$141,524.00

8. Security Management, Oversight, and Planning

(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))

\$113,328.00

9. Unique Items

(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)

\$250.00

TOTAL

(sum of items 1-9)

\$3,168,590.00

Narrative: Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

There is an increase in personnel security cost due to an increase in background investigations in FY15, and personnel cost not previously reported. There is a decrease in physical security cost due to over estimate of cost. There is a significant increase in category #5 due to some CIS cost not reported.



United States
Department of
Agriculture

Office of the
Assistant Secretary
For Administration

1400 Independence
Avenue SW

Washington, DC
20250-5050

Mark A. Bradley
Director
National Archives and Records Administration
Information Security Oversight Office
700 Pennsylvania Avenue, NW
Washington, D.C. 20408

Dear Mr. Bradley:

In accordance with Executive Order 13526, please find enclosed the U.S. Department of Agriculture's (USDA) FY16 Agency Security Classification Costs Estimates. USDA has a significant cost increase over FY15 due to major security purchases and additional training on completing this report.

If you have any questions or require further information, please contact (b) (6), (b) (7)(C) (b) (6), (b) (7)(C) Chief, Personnel and Document Security Division, at (b) (6), (b) (7)(C) or (b) (6), (b) (7)(C) [@dm.usda.gov](mailto:(b) (6), (b) (7)(C)@dm.usda.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Malcom Shorter", is written over a horizontal line.

Malcom Shorter
Acting Assistant Secretary
for Administration

Enclosure

AGENCY SECURITY CLASSIFICATION COSTS ESTIMATES

Department/Agency:	Fiscal Year: 16
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Point of Contact:

(Name and phone number) (b) (6), (b) (7)(C), Chief, PDSD, (b) (6), (b) (7)(C)

Reporting Categories

Please use actual dollar figures.

1. Personnel Security <i>(include clearance program, initial investigations, national agency checks when used as basis for granting a clearance, adjudication, reinvestigation, polygraph associated with classification-related activities)</i>	\$1,888,306.00
2. Physical Security <i>(include physical security equipment, protective forces, intrusion detection and assessment, barrier/controls, tamper-safe monitoring, access control/badging, visitor control associated with classification-related activities)</i>	\$342,998.00
3. Classification Management <i>(include resources used to identify, control, transfer, transmit, retrieve, inventory, archive, declassify, or destroy classified information)</i>	\$1,073,946.00
4. Declassification <i>(include resources used to identify and process information subject to the automatic, systematic, discretionary, or mandatory review programs authorized by Executive Order or Statute)</i>	\$14,225.00
5. Protection and Maintenance for Classified Information Systems <i>(include resources used to protect and maintain classified information systems from unauthorized access or modification of information, and against the denial of service to authorized users, including measures necessary to detect, document, and counter such threats)</i>	\$90,446.00
6. Operations Security and Technical Surveillance Countermeasures <i>(include personnel and operating expenses associated with OPSEC and TSCM)</i>	\$28,394.00
7. Professional Education, Training, and Awareness <i>(include resources used to establish, maintain, direct, support, and assess an information security training and awareness program; certification and approval of the training program; development, management, and maintenance of training records; training of personnel to perform tasks; and qualification and/or certification of personnel associated with classification-related activities)</i>	\$269,757.00
8. Security Management, Oversight, and Planning <i>(include resources associated with research, test, and evaluation; surveys, reviews, accreditation, and assessments; special access programs; security and investigative matters; industrial security; and foreign ownership, control, or influence (FOCI))</i>	\$190,730.00
9. Unique Items <i>(include department/agency-specific activities not reported in any of the categories listed above, but are nonetheless significant and need to be included)</i>	\$0.00
TOTAL <i>(sum of items 1-9)</i>	\$3,898,802.00

Narrative: Provide a brief explanation of any significant difference between last year's and this year's cost estimates. Explain items entered into block 9, Unique Items.

USDA has a significant increase in the following categories: Physical Security due to the purchase of a Re-deployable Secure Operations Center in FY 16, Costs from Protection and Maintenance was moved to Classification Management. Professional Education and Security Management increased due to a greater understanding of the cost associated with those categories.